



California Architects

a publication of the california architects board

public protection through examination, licensure and regulation

Just when you thought you had heard every acronym known to the profession, somebody asked you what you thought of CIDP (Comprehensive Intern Development Program). You should know by now that the Board is in the process of mandating NCARB's IDP, effective in January 2005. CIDP is an overlay that the Board developed to enhance and strengthen IDP. It will help overcome IDP's quantitative (seat time) methodology by requiring actual experience in each of the application activities listed in IDP's training areas. In periodic meetings with his/her supervisor, the intern will be required to present evidence of experience in various activities. The resulting discussion should strengthen the relationship between the intern and the supervisor, thus enriching the internship experience. It is believed that the mentoring that will occur in the course of completing CIDP will be of significant benefit, not only to the intern, but also to the supervisor who provides the mentoring. We all

IDP Update

By Edward L. Oremen, FAIA Chair,
Professional Qualifications Committee



have a responsibility for the future of our profession and the implementation of CIDP will provide a great opportunity for practitioners to get involved in that future.

Background

In March 2000, the Board voted to explore the feasibility of adopting a

structured internship program. Recognizing that nearly all states now require IDP, the Board concluded that IDP should be the basis of any program developed to facilitate reciprocity for California architects. At the same time, the Board recognized certain aspects of IDP that it felt could be improved. The Board appointed an all-star task force chaired by R.K. Stewart, FAIA, and charged it with developing a program that would improve the internship experience. CIDP was the result of many hours of work by the task force members. The Board voted in August 2002 to implement CIDP as part of mandating NCARB'S IDP. It was decided to implement CIDP as an overlay, requiring the intern to complete IDP per NCARB's requirements while at the same time completing the complementary requirements of CIDP. Given the importance of reciprocity, this makes a lot of sense, as CIDP is intended to strengthen the internship experience without sacrificing the benefits of reciprocity. ■



President's Message

By Denis A. Henmi, AIA,
Board President

As architects, we are trained to utilize our vision to meet the needs of the future. While not always a simple process, the end product is worth while. The Board's work on structured internship has been an invaluable exercise that will improve the profession.

During our June 2003 Board meeting in San Francisco, we heard public comment about NCARB's IDP and the Board's Comprehensive IDP (CIDP) overlay. If approved through the regulatory process, IDP and CIDP will become mandatory starting January 1, 2005. The Board understands that there may be differing opinions about the ideal internship system. As part of its research, the Board studied alternatives and arrived at the IDP/CIDP model to include evidence of work performance, not just "seat time."

We encourage your participation in the implementation process. Visit our Web site for updates on our progress. We have also fostered an open dialog with NCARB to effect change so that the internship achieves its intention of transferring skills from practitioners to interns. It is reassuring to note that NCARB is responding to the challenges presented by data from the 1999 *Architectural Internship Evaluation Project* and is committed to working with the AIA, Association of Collegiate Schools of Architecture, National Architectural Accrediting Board, and American Institute of Architecture Students to provide more meaningful internship development opportunities.

With the internship model the Board has developed, we have a tremendous opportunity to shape the future of internship. By working with our stakeholders and focusing on the needs of interns, we will provide a system that benefits interns, architects, and firms, as well as the public we are charged with serving.

Other news

During the June 2003 NCARB Annual Meeting, a resolution passed that deletes references to personal interviews from NCARB's Model Law as a step necessary to gain reciprocity. According to NCARB, California's Supplemental Examination falls into the category of a "personal interview" that architects must — by California law — pass before attaining reciprocity with California. With our mission to protect the public through examination, licensure, and regulation, the Board feels strongly that failure to require candidates to pass the Supplemental Examination will prove detrimental to the public health, safety, and welfare. The exam is based upon a mapping

Board Welcomes Two New Members

Governor Davis appointed **Norma Sklarek, FAIA**, to the Board on September 11, 2003. Ms. Sklarek of Pacific Palisades is a pioneer in many areas of the architectural profession. She was the first African-American woman architect licensed in the United States. In 1980, The American Institute of Architects elevated her to the College of Fellows for making an outstanding contribution to the profession of architecture. From 1989 to 1996, she worked as a principal in the architectural firm of Jon Jerde, Inc. She has also served as a supplemental examination commissioner for the Board and was a member and chair of The American Institute of Architects Ethical Council from 1993 to 1996. Ms. Sklarek earned a Bachelor of Architecture degree from the Columbia University School of Architecture. Her term as a Board member expires on June 1, 2006.



Governor Davis appointed **Kevin W. Jensen, AIA, CSI**, to the Board on October 3, 2003.

A resident of Corte Madera,



Mr. Jensen has been the ADA / Disability Access Coordinator for the San Francisco Department of Public Works since 2002. From

1995 to 2002, he served as Architect and ADA Coordinator for the Port of San Francisco.

Mr. Jensen was previously an

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Safety Assessment Program

Michael Sabbaghian, PE
Office of Emergency Services

The Safety Assessment Program (SAP) provides volunteers and mutual-aid resources to local governments to assist them with the post-disaster safety evaluation of buildings and infrastructure utilizing ATC-20. The SAP goal is to help local government perform these evaluations as quickly as possible to restore reasonable normalcy to communities. SAP was successfully used in recent major earthquakes, namely Loma Prieta (1989), Northridge (1994), and Napa (2000). SAP has been modified since then to be multi-hazard and to include nontraditional structures.

The California Governor's Office of Emergency Services (State OES) is responsible for this program and has announced that persons who registered with State OES prior to July 31, 2002 must attend a new evaluator training class and re-register by December 31, 2003 to remain in the program. Architects and engineers interested in SAP registration are encouraged to look up the program requirements and upcoming training by scrolling down the OES Web site at www.oes.ca.gov and clicking on the Safety Assessment Program link. You may also contact Michael Sabbaghian at (916) 845-8266. ■



Larry Guidi Reappointed to the Board

Larry Guidi, originally appointed to the Board in 2002, was reappointed on April 22, 2003 and his term expires June 1, 2007. Guidi has served as

mayor of Hawthorne, California since 1993, and brings more than 25 years' experience in international trade, investments, business, real estate, property, and construction management. As mayor of Hawthorne, Guidi has spearheaded the city's development activities, providing expanding job opportunities to the city's residents. ■

Two New Members *continued*

associate in several firms in Colorado and Virginia, and an architect in California, most recently in San Francisco at STUDIOS Architecture and with Robert Baum Architect. He served as an alternate member on the Passenger Vessel Access Advisory Committee of the U.S. Access Board from 1998 to 2000. Mr. Jensen is a member of the Coalition of Disability Access Professionals, the American Institute of Architects, the Construction

Specifications Institute, the International Federation of Professional and Technical Engineers, Local 21, AFL-CIO and the Sierra Club. Mr. Jensen earned a Bachelor of Environmental Design degree from the University of Colorado, Boulder. His term as a Board member expires June 1, 2005. ■

President *continued*

process in conjunction with the Board's Job Analysis Survey and addresses the most important California-specific issues, as well as areas that could not be mapped to the Architect Registration Examination. As stated in the Supplemental Examination brochure, "California's large physical size, large and diverse population, varied landscape and climate, high seismicity, distinctive legal framework, and massive economy create an unusually demanding context for architectural practice." The Board is currently examining how best to respond to this issue.

Lastly, the Board is in the process of preparing for an evaluation by the Joint Legislative Sunset Review Committee, a process each board and commission undergoes every six years to determine if the Board is effective. Hearings on the Board will occur in December 2003 and are open to the public. ■

Renewal Reminders

We are now in a license renewal year. So if your birth month has passed and you have not renewed your license yet, you may be practicing without a license. Check the expiration date of your license to make sure it is current.

Please be aware that it normally takes approximately six to eight weeks for a completed renewal application to be processed.

However, it could take significantly longer if you fail to submit the correct payment amount, sign the form, or check the boxes indicating whether you have been convicted of a crime or been disciplined by another public agency.

Please be aware that if you do not renew your license within five years after its expiration date, it cannot be renewed or reissued. If it has been

more than five years since your license expired, you must apply to the Board for relicensure and, at a minimum, successfully complete the California Supplemental Examination prior to being issued a new license.

Taking care of your renewal when you receive it can save time, money, and effort. So take a minute now to ensure you have an active license. ■

DETACH HERE & RETAIN PART 1 FOR YOUR RECORDS. ALLOW 6-8 WEEKS FOR PROCESSING YOUR RENEWAL.
"RETURN THIS FORM WITH ADDRESS IN PART 2 VISIBLE IN THE RETURN ENVELOPE WINDOW." BE SURE TO INCLUDE YOUR CHECK.

PART 2

5

STATE OF CALIFORNIA
DEPARTMENT OF CONSUMER AFFAIRS
P O BOX 942544
SACRAMENTO CA 94258-0544

07/07/03 07/07/03 0600 C

PART 3

3

CALIFORNIA ARCHITECTS BOARD

1

LICENSE NO C

LICENSE EXPIRES 08/31/03

ACTIVE

NAME
ADDRESS
CITY, STATE ZIP

2

PLEASE DO NOT WRITE IN THIS AREA

3

4

AMOUNT DUE IF POSTMARKED AFTER 08/30/03 \$250.00

AMOUNT DUE \$200.00

SSN=

COMPLETE REVERSE

COMPLETE REVERSE

COMPLETE REVERSE

Were you convicted of a crime or disciplined by a public agency during the preceding renewal?

YES ☐ NO ☐

If yes, please explain details on a separate sheet. Indicate the date and place of arrest, name of case number, code section violated, a brief description of the offense, and the sentence imposed. Indicate the date and nature of disciplinary action taken by the public agency, and the time or location of public agency, and the time or location of conviction under another name, please indicate.

NOTE: CONVICTIONS DISMISSED UNDER THE PENAL CODE MUST BE SHOWN. YOU MUST INDICATE THE FINE IMPOSED.

The information contained on this renewal application contains no material omissions of fact, knowledge and belief.

Signature _____

Date _____

To help us process your license renewal in a timely manner, please follow these instructions.

Keep the Board up to date on your current address so that we mail your renewal notice to the correct address. We send out renewal notices about 45 days before your license expiration date.

Once you have received the renewal notice and application, promptly fill out and return the bottom portion of the renewal application. Be sure to do the following:

- 1 Include your payment in the appropriate amount.
- 2 Mark the appropriate box in response to the question about convictions and disciplinary actions.
- 3 Sign and date the form.
- 4 Include the delinquent fee, plus any accrued and unpaid renewal fees, if you are renewing more than 30 days after your license expiration date.
- 5 Make sure the correct address shows through the envelope window and allow at least six weeks for processing.

New ARE Rescheduling Fee

Beginning July 1, 2003, NCARB implemented a \$35 rescheduling fee for ARE candidates. The fee, payable only by credit card, will be assessed each time candidates change previously scheduled appointments. In addition, candidates must select their future appointment date when they call to notify the Prometric Candidate Service Call Center of the schedule change.

Appointment rescheduling must take place no later than 12:00 noon Eastern Time on the third business day before the scheduled appointment. Please note that Saturday is considered a business day. If a candidate fails to arrive for a scheduled appointment or attempts to reschedule without giving the required notice, the candidate will forfeit the entire test fee.

More information about the fee and policy changes is available in the ARE section of NCARB's Web site at www.ncarb.org. ■



Fire Safety Monograph Offers Timely Information

Recent fire-related tragedies have reminded us of the importance of incorporating fire-safety into building design. NCARB's *Fire Safety in Buildings* addresses the issue from three angles: preventing ignition, controlling the effects and spread of fire should one start, and protecting building occupants and contents. Ample use of schematics and case histories help illustrate the information.

Cost of the monograph is \$135 for current NCARB Record holders and \$215 for non-NCARB Record holders. After successfully completing the online quiz, architects can print a certificate of completion and will earn 10 professional development units and 10 AIA learning units in health, safety, and welfare. ■



Put It in Writing – It's the Law

When it comes to providing professional architectural services, there is no such thing as a verbal agreement. The California Business and Professions Code mandates architects have an executed contract prior to commencing any architectural work, unless the client authorizes the architect, in writing, to start work before the contract is executed. At a minimum, the contract must provide:

1. A description of the services to be provided by the architect;
2. A description of any basis of compensation applicable to the contract and method of payment agreed upon by both parties;
3. The name, address, and license number of the architect and the name and address of the client;
4. A description of the procedure that the architect and client will use to accommodate additional services; and
5. A description of the procedure to be used by either party to terminate the contract.

For reference, we have provided the complete code section that applies to written contracts for architectural services:

5536.22 Written Contract

(a) An architect shall use a written contract when contracting to provide professional services to a client pursuant to this chapter. That written contract shall be executed by the architect and the client, or his or her representative, prior to the architect commencing

work, unless the client knowingly states in writing that work may be commenced before the contract is executed.

The written contract shall include, but not be limited to, all of the following items:

- (1) A description of services to be provided by the architect to the client.
 - (2) A description of any basis of compensation applicable to the contract and method of payment agreed upon by both parties.
 - (3) The name, address, and license number of the architect and the name and address of the client.
 - (4) A description of the procedure that the architect and the client will use to accommodate additional services.
 - (5) A description of the procedure to be used by either party to terminate the contract.
- (b) This section shall not apply to any of the following:
- (1) Professional services rendered by an architect for which the client will not pay compensation.
 - (2) An arrangement as to the basis for compensation and manner of providing professional services implied by the fact that the architect's services are of the same general kind which the architect has previously rendered to and received payment from the same client.
 - (3) If the client knowingly states in writing after full disclosure of this section that a writing which complies with the requirements of this section is not required.
 - (4) Professional services rendered by an architect to a professional engineer registered to practice engineering under Chapter 7 (commencing with Section 6700), or to a land surveyor licensed under Chapter 15 (commencing with Section 8700). ■





ENFORCEMENT ACTIONS

CAB is responsible for receiving and investigating complaints against licensees and unlicensed persons. CAB also retains the authority to make final decisions on all enforcement actions taken against its licensees.

Included below is a brief description of recent enforcement actions taken by CAB against individuals who were found to be in violation of the Architects Practice Act.

Every effort is made to ensure the following information is correct. Before making any decision based upon this information, you should contact CAB. Further information on specific violations may also be obtained by contacting the Board's Enforcement Unit at (916) 445-3394.

ROBERT ANDREW ELBOGEN (Encino) The Board issued an administrative citation that included a \$500 civil penalty to Robert Andrew Elbogen, architect license number C-22948, for violations of Business and Professions Code (BPC) section 5536.22 (Written Contract). This action was taken based on evidence that Elbogen failed to include statutorily required language in a written contract to provide preliminary designs, and provided full architectural and related professional services for a commercial building without having a complete executed written contract for professional services or an appropriate notice to proceed. Elbogen paid the civil penalty satisfying the citation. The citation became effective on August 27, 2003.

DARYL DEAN FAZEKAS (Los Gatos) The Board issued an administrative citation that included a \$500 civil penalty to Daryl Dean Fazekas, architect license number C-14506, for violations of BPC 5536.22(a)(4) and (5) (Written Contract) and 5584 (Negligence). This action was taken based on evidence that Fazekas failed to include statutorily required language in a written contract with a client and failed to prepare design and corresponding construction documents which satisfied the requirements of the client and all relevant requirements of the jurisdiction in which the project was located. The project also failed to comply with the zoning requirements of the City. The citation became effective on July 4, 2003.

JOSEPH LOUIS HERNANDEZ (Huntington Beach) The Board issued an administrative citation that included a \$500 civil penalty to Joseph Louis Hernandez, architect license number C-21038, for violations of BPC section 5584 (Willful Misconduct). This action was taken based on evidence that Hernandez failed to respond to the building department or the client about changes and questions concerning plans he had submitted. The client had to retrieve the documents from the building department and obtain the required information without the aid of Hernandez. The plans were not approved until five months past their due date. In addition, Hernandez was non-responsive to the client's request for the final plans and took four weeks to provide them to the client. The citation became effective on May 21, 2003.

GUILLERMO PRADO (San Jose) The Board issued an administrative citation that included a \$500 civil penalty to Guillermo Prado, an unlicensed individual, for violations of BPC sections 5536(a) (Practice Without a License or Holding Self Out as Architect) and 5536.1(c) (Unauthorized Practice). This action was taken based on evidence that Prado prepared plans for an automobile repair garage, which is a commercial, non-exempt project. Prado paid the civil penalty satisfying the citation. The citation became effective on September 29, 2003.

MICHAEL STEPHEN YOUNG (Cypress) The Board issued an administrative citation that included a \$500 civil penalty to Michael Stephen Young, architect license number C-17390, for violations of BPC 5536.22(a)(3) and (5) (Written Contract) and 5584 (Willful Misconduct). This action was taken based on evidence that Young failed to include statutorily required language in a written contract with a client and after being paid the total amount of \$1,950, abandoned the project without notice and without completing the architectural services provided for in the proposal. The citation became effective on July 4, 2003. ■



California Architects Board
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Sacramento, CA 95814-6238

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Check your mailing address on this newsletter...then check your latest renewal license

In an effort to ensure that the newsletter reaches as many people as possible, the Board makes use of an address update feature with the postal service that is available for bulk mailings (the newsletter is the Board's only bulk mailing). When the newsletter is being printed, the Board sends an electronic listing of licensees and candidates to the mailing house. Before the addresses are printed on the newsletters, the mailing house runs a program that looks for address changes in the postal service's database using name as the primary matching field. If a

new address is found for someone, the mailing house prints that address on the newsletter and the newsletters are then mailed out. The Board receives no feedback from the mailing house regarding which addresses were updated. Therefore, the address printed on this newsletter may not be the address of record that the Board has on your license file and to which other important Board mailings would be sent, such as renewal notices and licenses.

The Board can only update a licensee's address upon written

notification from the licensee. Please take a moment to look at your latest renewal license to see if the address is accurate. If it is not, please call the Board at (916) 445-3394 to see if an address change has been processed since the license was printed. If your address of record on file with the Board is not accurate, please notify the Board of the correct address as soon as possible either by email to cab@dca.ca.gov, by fax to (916) 445-8524, or by mail to California Architects Board, 400 R Street, Suite 4000, Sacramento, CA 95814. ■

Tell Us What You Think of Us

We'd like you to help us improve our service by giving us your honest opinion on the job we're doing. Our Web site now includes a 12-question survey that lets you assess our courtesy, accuracy, timeliness, efficiency, and overall performance. It also provides space for your comments on how we helped and where we need to focus our efforts. The survey is accessible through a link from the home page at www.cab.ca.gov.



TO GET IN TOUCH WITH US

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